

**Summary of Proceedings at the Meeting of the
Board of Trustees
January 17, 2012
5:00 p.m.
Mary T. Norton Room, 70 Sip Avenue
Jersey City, New Jersey**

Trustees present were: James Fife; Dr. Glen Gabert (ex officio); Roberta Kenny; Bakari Gerald Lee, (Vice Chair); William Netchert (Chairman); Adrienne Sires; Katia Stack, (Secretary/Treasurer); and Alfred Zampella.

Trustees not present were: Karen A. Fahrenholz; Joanne Kosakowski.

Call to order: The meeting was called to order by Chairman Netchert at 5:00 p.m.

Comments from the Public: There were no comments.

Awards, Recognitions and Special Reports:

- Dr. Gabert made the following announcements:
 - College's In-Service is scheduled for Wednesday, January 18th at 9:30 a.m. at the Culinary Conference Center. Rebecca Cox, author of "College Fear Factor" is the guest speaker.
 - Classes will begin on Friday, January 20th and an enrollment increase is projected, possibly as much as 4%. 2,300 students were enrolled this fall at the North Hudson Higher Education Center.
 - The Hispanic Association of Colleges and Universities (HACU) Legislative Summit and Board Meeting will be held in March.
- Trustee Bakari Lee invited the Board to attend the ACCT National Legislative Summit, February 13-16 in Washington, DC. New Jersey Council of County Colleges will sponsor a breakfast.

(continued...)

The trustees **approved the minutes** of the Reorganization Meeting and Regular Meeting of November 22, 2011.

The following actions were taken concerning **fiscal, administrative, lease and capital recommendations** brought forward by the Administration:

- The award of custodial cleaning supplies vendor for FY12 was made to Revere Paper Products Corp. of Wood-Ridge, New Jersey in the amount of \$137,175.25.
- The award of custodial paper supplies vendor for FY12 was made to American Paper Towel of Carlstadt, New Jersey in the amount of \$49,969.25.
- The award of legal services for general counsel to Hudson County Community College for FY12 was made to Scarinci and Hollenbeck, Esqs., of Lyndhurst, New Jersey.
- The award of real estate counsel services for FY2012 was made to John Curley, LLC of Jersey City, New Jersey.
- The award to purchase 20 Epson Interactive Projectors for instructional use was made to Office Business Systems of Lincoln Park, New Jersey in the amount of \$47,460.00.
- The award to purchase the technology needed for wireless access in the B,G,C, and D buildings was awarded to Johnston Communications of Kearny, New Jersey in the amount of \$90,183.38.
- The award of a vendor to purchase dairy products for the Culinary Arts Program was made to Dairyland USA Corporation of Bronx, New York at a cost not to exceed \$60,000.00.
- The award of a vendor to purchase paint & repair supplies for the Facilities Department was made to Tsigonia Paint Sales Co. of Jersey City, New Jersey at a cost not to exceed \$25,000.00.
- The establishment of a retirement plan to administer the President's contractual retirement contributions was approved.

The following actions were taken concerning **personnel recommendations** brought forward by the Administration:

- The retirements of a PC Technician and Executive Director, Center for Business & Industry were accepted.

(continued...)

- The resignations of a Psychology Instructor, ESL Instructor, and ESL Head Tutor were accepted.
- Staff were appointed to the following full-time job titles: Head Tutor, English & Humanities, and (2) Counselors.
- Individuals were approved for temporary assignments.
- Persons were approved for inclusion on the list of those authorized for part-time employment.
- Modifications were made to the staffing table.
- Dr. Eric Friedman was confirmed as Vice President for Academic Affairs on a non-interim basis.

Under new business:

- The adoption of Institutional Goals through December 31, 2012 was accepted.
- The designating of newspapers for official notices for the Hudson County Community College was approved.

Closed Session:

The Board went into Closed Session to discuss personnel matters. The Board returned to public session and took action and formally declined to hear a grievance appeal.

Meeting Adjourned:

The meeting was adjourned at 6:05 p.m.